



**STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF PLANT AND PROPERTY MANAGEMENT
BUREAU OF PURCHASE AND PROPERTY**

BID INVITATION/REQUEST FOR PROPOSAL FOR:

LABORATORY CHEMICALS

124

RESPONSE DUE (DATE & TIME): NOVEMBER 18, 2003 @ 1:30

SPECIAL INSTRUCTIONS:

(This Bid Supercedes Bid Invitation #69)

SPECIAL PRINTING INSTRUCTIONS

THE FOLLOWING PAGES OF THE BID ATTACHMENT HAVE BEEN FORMATED DIFFERENTLY AND MAY NEED TO BE PRINTED ON DIFFERENT SIZE PAPER AND/OR IN LANDSCAPE FORMAT.

WHEN PRINTING, PLEASE UTILIZE THE PDF PRINT BUTTON AND NOT THE EXPLORER PRINT BUTTON.

CLICK ON THE PDF PRINT BUTTON

- 1. IF LANDSCAPE IS REQUIRED –**
 - a. CLICK ON THE PROPERTIES BUTTON AND SELECT LANDSCAPE.**
 - b. OR CLICK ON THE PROPERTIES BUTTON AND SELECT THE BASICS TAB AND THEN SELECT LANDSCAPE.**
- 2. IF LEGAL SIZE OR LARGER PAPER IS REQUIRED –**
 - a. CLICK ON THE PROPERTIES BUTTON, CLICK ON THE ADVANCED BUTTON NEXT, SELECT PAPER SIZE.**
 - b. OR CLICK ON THE PROPERTIES BUTTON, SELECT THE PAPER TAB AND THEN SELECT PAPER SIZE.**
- 3. SELECT THE PARTICULAR PAGES TO BE PRINTED.**
- 4. HIT THE OK BUTTON AND PRINT.**

State of New Hampshire
Division of Plant and Property Management
Bureau of Purchase and Property
25 Capitol Street, State House Annex
Concord, New Hampshire 03301-6398

Date: 10/27/2003

Bid No.: 124

Date of Bid Opening: 11/18/2003

Time of Bid Opening: 1:30

PLEASE DIRECT ANY QUESTIONS REGARDING THIS BID TO: FRANK BAKER, PURCHASING AGENT
TEL. NO: (603) 271-3350 - FAX No. (603) 271-2700

BID INVITATION FOR: LABORATORY CHEMICALS

Unless specifically amended or deleted by the Division of Plant and Property Management, the following General Terms and Conditions apply to this Bid and any resulting Purchase Order or Contract.

GENERAL CONDITIONS AND INSTRUCTIONS:

NATURE OF, AND ELIGIBILITY TO RESPOND. This bid invitation is submitted in accordance with Chapter 21-1, and rules promulgated thereunder, and constitutes a firm and binding offer. A bid may not be withdrawn unless permission is obtained from the Bureau of Purchase and Property.

Bids may be issued only by the Bureau of Purchase and Property and are not transferable.

SAMPLES AND DEMONSTRATIONS. When samples are required they must be submitted free of costs and will not be returned.

Items left for demonstration or evaluation purposes shall be delivered and installed free of charge and shall be removed at no cost to the State. Demonstration units shall not be offered to the State as new equipment.

Bids. Bids must be received at the Bureau of Purchase and Property before the date and time specified for the opening. Bids must be submitted on this bid form or exact copies and must be typed or clearly printed in ink. Corrections must be initialed. Bids are to be made less Federal Excise Tax and no charge for handling unless required by law.

Bids will be made available to the public after the time of award. Bid results will be given by mail only if requested in writing and accompanied by a self-addressed, stamped business size envelope.

SPECIFICATIONS. Vendors must submit on items as specified. Proposed changes must be submitted in writing and received at the Bureau of Purchase and Property at least five (5) working days prior to the bid opening. Vendors shall be notified in writing if any changes to the specifications are made.

AWARD. The award will be made to the responsible Vendor submitting a conforming RFB meeting specifications at the lowest cost unless other criteria are noted in the RFB. Unless otherwise noted, the award may be made by individual items.

If there is a discrepancy between the unit price and the extension, the unit price will prevail.

When identical low bids are received the award will be made in accordance with the Administrative Rules.

Discounts will not be considered in making award but may be offered on the Invoice for earlier payment and will be applicable on the date of completion of delivery or receipt of Invoice, whichever is later. On orders specifying split deliveries, discounts will apply on the basis of each delivery or receipt of Invoice, whichever is later.

PATENT INFRINGEMENT. Any responding vendor who has reason to believe that any other responding vendor will violate a patent should such responding vendor be awarded the contract shall set forth in writing, prior to the date and time of opening, the grounds for his belief and a detailed description of the patent.

ASSIGNMENT PROVISION. The responding vendor hereby agrees to assign all causes of action that it may acquire under the antitrust laws of New Hampshire and the United States as the result of conspiracies, combinations, or contracts in restraint of trade which materially affect the price of goods or services obtained by the state under this contract if so requested by the State of New Hampshire.

FEDERAL FUNDS. This Division of Plant and Property Management, under RSA 21-1:14, VIII shall assure the continuation or granting of federal funds or other assistance not otherwise provided for by law by following the Federal Procurement Standards.

STATE'S OPTIONS: The Bureau of Purchase and Property reserves the right to reject or accept all or any part of any bid, to determine what constitutes a conforming bid, to award the bid solely as it deems to be in the best interest of the State, and to waive irregularities that it considers not material to the bid.

PUBLIC INFORMATION: The responding vendor hereby acknowledges that all information relating to this bid and any resulting order (including but not limited to fees, contracts, agreements and prices) are subject to these laws of the State of New Hampshire regarding public information.

PERSONAL LIABILITY: The responding vendor agrees that in the preparation of this bid or the execution of any resulting contract or order, representatives of the State of New Hampshire shall incur no liability of any kind.

PROOF OF COMPLIANCE. The responding vendor may be required to supply proof of compliance with proposal specifications. When requested, the responding vendor must immediately supply the Bureau of Purchase and Property with certified test results or certificates of compliance. Where none are available, the State may require independent laboratory testing. All costs for such testing, certified test results or certificate of compliance shall be the responsibility of the responding vendor.

FORM OF CONTRACT. The terms and conditions set forth in any additional Terms and Conditions by the Bureau of Purchase and Property are part of the bid and will apply to any contract awarded the responding vendor unless specific exceptions are taken and accepted and will prevail over any contrary provisions in Terms and Conditions submitted by the responding vendor.

OFFER. The undersigned hereby offers to sell to the State of New Hampshire the commodities or services indicated in the following page(s) of this Bid at the price(s) quoted in complete accordance with all conditions of this Bid.

Company Name: _____

Address: _____

Tel. #:(local) _____ **(Toll free)** _____

Fax#: _____

Authorized Signature: _____

(TYPE OR PRINT NAME)

This document must be signed by a person who is authorized to legally obligate the responding vendor. A signature on this document indicates that all State of New Hampshire terms and conditions are accepted by the responding vendor and that any and all other terms and conditions submitted by the responding vendor are null and void, even if such terms and conditions have terminology to the contrary. The responding vendor shall also be subject to State of New Hampshire terms and conditions as stated on the reverse of the purchase order.

CONTRACT TERMS AND CONDITIONS

1. The State of New Hampshire, acting through the Division of Plant and Property Management, engages the firm or individual ("the Vendor") to perform the services and/or sale of goods, described in the attached State documents, if any, and the Vendor's bid or quotation, both of which are incorporated herein by reference.

2. COMPLIANCE BY VENDOR WITH LAWS AND REGULATIONS. In connection with the performance of this agreement, the Vendor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which shall impose any obligation or duty upon the Vendor, including, but not limited to civil rights and equal opportunity laws.

3. TERM. The contract, and all obligations of the parties thereunder, shall become effective on a specified date and shall be completed in their entirety prior to a specified date. Any work undertaken by the Vendor prior to the effective date shall be at his sole risk and, in the event that the contract shall not become effective, the State shall be under no obligation to reimburse the Vendor for any such work.

4. CONTRACT PRICE. The contract price, a payment schedule and a maximum limitation of price shall be as specified by the bid invitation and the Vendor's bid. All payments shall be conditioned upon receipt, and approval by the State, of appropriate vouchers and upon satisfactory performance by the Vendor, as determined by the State. The payment by the State of the Contract Price shall constitute complete reimbursement to the Vendor for all expenses of any nature incurred by the Vendor in the performance by the Vendor and complete payment for the Services. The State shall have no other liability to the Vendor.

5. DELIVERY. If the vendor fails to furnish items and/or services in accordance with all requirements, including delivery, the state may re-purchase similar items from any other source without competitive bidding, and the original vendor may be liable to the state for any excess costs.

If a vendor is unable to complete delivery by the date specified, he must contact the using agency. However, the agency is not required to accept a delay to the original delivery date. All deliveries are subject to inspection and receiving procedure rules as established by the State of New Hampshire. Deliveries are not considered accepted until compliance with these rules has been established. State personnel signatures on shipping documents shall signify only the receipt of shipments. All deliveries shall be FOB Destination.

6. INVOICING. All invoices must be in triplicate showing Order Number, Unit and Extension Prices and discounts allowed. A separate invoice shall be submitted for each order. Unless otherwise noted on the invitation to bid or purchase order, payment will not be due until thirty (30) days after all services have been completed, or all items have been delivered, inspected and accepted or the invoice has been received at the agency business office, whichever is later.

7. PERSONNEL.

7.1. The Vendor shall disclose in writing the names of all owners (5% or more), directors, officers, employees, agents or subcontractors who are also officials or employees of the State of New Hampshire. Any change in this information shall be reported in writing within fifteen (15) days of their occurrence.

7.2. The person signing this agreement on behalf of the State, or his or her delegee ("Contracting Officer") shall be the State's representative for purposes of this agreement. In the event of any dispute concerning the interpretation of this agreement, the Contracting Officer's decision shall be final.

8. EVENT OF DEFAULT; REMEDIES.

8.1. Any one or more of the following acts or omissions of the Vendor shall constitute an event of default hereunder ("Events of Default"):

8.1.1. failure to deliver the goods or services satisfactorily or on schedule; or

8.1.2. failure to submit any report required hereunder; or

8.1.3. failure to perform any of the other covenants and conditions of this agreement.

8.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1. give the Vendor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this agreement, effective two (2) days after giving the Vendor notice of termination; and

8.2.2. give the Vendor a written notice specifying the Event of Default and suspending all payments to be made under this agreement and ordering that the portion of the Contract Price, which would otherwise accrue to the Vendor during the period from the date of such notice until such time as the State determines that the Vendor has cured the Event of Default, shall never be paid to the Vendor; and

8.2.3. set off against any other obligation the State may owe to the Vendor any damages the State suffers by reason of any Event of Default; and

8.2.4. treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

9. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express failure of any Event of Default shall be deemed a waiver of any provision hereof. No such failure or waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Vendor.

10. VENDOR'S RELATION TO THE STATE. In the performance of this agreement the Vendor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Vendor nor any of its officers, employees, agents or members shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.

11. ASSIGNMENT AND SUBCONTRACTS. The Vendor shall not assign, or otherwise transfer any interest in this agreement without the prior written consent of the State. No work required by this contract shall be subcontracted without the prior written consent of the State.

12. INDEMNIFICATION. The contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Vendor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

12.1 PATENT PROTECTION. The seller agrees to indemnify and defend the State of New Hampshire from all claims and losses resulting from alleged and actual patent infringements and further agrees to hold the State of New Hampshire harmless from any liability arising under RSA 382-A:2-312(3). (Uniform Commercial Code).

13. TOXIC SUBSTANCES. In compliance with RSA 277-A known as the Workers Right to Know Act, the vendor shall provide Material Safety Data Sheets with the delivery of any and all products covered by said law.

14. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given below.

15. AMENDMENT. This agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto.

16. CONSTRUCTION OF AGREEMENT AND TERMS. This agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns.

17. ADDITIONAL PROVISIONS. The additional provisions (if any) have been set forth as Exhibit "A" hereto.

18. ENTIRE AGREEMENT. This agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

BID INVITATION FOR A CONTRACT FOR:
Laboratory Chemicals

(This Bid Supersedes Bid Invitation #69)

PURPOSE:

The purpose of this bid invitation is to establish a contract for laboratory chemicals to be ordered by the State of New Hampshire laboratories and political sub-divisions and authorized non-profit organizations as needed, during the term of the contract, in accordance with the requirements of this bid invitation and any resulting contract.

ELIGIBLE PARTICIPANTS:

Political sub-divisions (counties, cities, towns, school districts, special district or precinct, or any other governmental organization), or any nonprofit agency under the provisions of section 501c of the Federal Internal Revenue Code, shall be eligible to participate under this contract whenever said political sub-division or nonprofit agency so desires.

CONTRACT TERM:

The term of the contract shall be from the date of award through ***October 31, 2006***, a period of approximately three (3) year(s). The contract may be extended for additional periods of time thereafter under the same terms, conditions and pricing structure upon the mutual agreement between the successful bidder and the Bureau of Purchase and Property.

The State of New Hampshire shall have the right to terminate the contract at any time by giving the successful bidder a thirty (30) day written notice.

BIDDER'S RESPONSE:

In the preparation of this bid, each bidder must:

- Complete all sections of the "Offer" (Attachment A)
- Submit (with the bid) the bidder's published quarterly price list effective September 1, 2003.
- Complete all vendor information spaces on the front page and sign this bid in the space provided.

The grades of the chemicals indicated in the "Chemical Offer Listing (Section 3)" of Attachment A are the minimum acceptable for that item. Bidder must not offer a lesser grade.

Your prices must be on a per container/per case bases as indicated in the chemical listing (Attachment A) of this bid invitation. If you do not offer the size indicated, your offer must be for the closest size to the one required. **Do not** offer pricing on multiples of the container (i.e. Do not offer case price or 4X1 packaging) where per each is required.

BID PRICES:

The prices you indicate in this bid invitation must be taken from your published price list effective September 1, 2003. The discounted bid prices you indicate must correlate with the prices in this price list, less the discounts you indicate in both the "Category Discounts" (Section 2) and the "Chemical Offer Listing" (Section 3) of Attachment A.

The "Chemical Offer Listing"(Section 3) of Attachment A will be the basis for the award of the contract. However, laboratories will be able to order any chemical of any grade from the successful bidder's catalog of chemical produces. The prices of chemicals actually ordered will be based on the price list in effect on the date of delivery, less the discounts you indicate in "Category Discounts" (Section 2) of Attachment A. The discounts you indicate will remain firm for the entire contract term and any extension thereof.

Price list updating must not be done more frequently than once each calendar quarter (January 1, April 1, July 1, October 1). Updated price lists must be received at the Bureau of Purchase and Property and at all using agencies a minimum of seven (7) calendar days prior to the effective date of the price list.

Your bid prices and discounts must include all shipping (except overnight or second day shipping when specifically required by the using agency), handling, packaging, special packaging and all other costs. **No** surcharges, Hazmat charges, regulatory charges, special charges, or fuel charges of any kind (by whatever name) will be allowed as an add-on at any time. Any and all of these charges **must be built into your bid price** at the time of the bid.

Any Federal regulatory charges enacted subsequent to the award of the contract may not be automatically passed on to the State. It will be the successful bidder's responsibility to bring any such charges to the attention of the Bureau of Purchase and Property (a minimum of 30 days prior to the effective date of any such charge) so that a review may be done and a determination made as to the applicability to the State of New Hampshire. The State of New Hampshire shall be the sole determining factor as to whether or not any such charges may be passed on to the State.

Should the using agency require overnight or second day shipping, these will be considered as special shipping charges and will be the responsibility of the using agency. The successful bidder may not use these means of shipping unless specifically required by the using agency each time an order is placed.

ABILITY TO PROVIDE:

Successful bidder must be capable of providing each State of New Hampshire laboratory, political sub-divisions, and authorized non-profit organizations with their entire requirements of laboratory chemicals without any delay or substitution.

ORDERING PROCEDURE:

State laboratories shall place their orders by electronic order entry, by telephone, by e-mail, by FAX, or they may establish a standard delivery order. Political sub-divisions and authorized non-profit organizations shall utilize their own individually established ordering procedures.

If the successful bidder's electronic order entry system is not compatible with the laboratories computer equipment or if the laboratory's system is not of sufficient size, the successful bidder will be required to provide, install and maintain equipment to support the successful bidders electronic order entry system. The Bureau of Purchase and Property must approve the capabilities of the hardware and software provided by the successful bidder.

AUDITS AND ACCOUNTING:

The successful bidder shall allow representatives of the State of New Hampshire to have complete access to all records for the purpose of determining compliance with the terms and conditions of this bid invitation and in determining the award and for monitoring any resulting contract.

At intervals during the contract term, and prior to the termination of the contract, the successful bidder may be required to provide a complete and accurate accounting of all products and quantities ordered by each agency and institution and by political sub-divisions and authorized non-profit organizations.

ESTIMATED USAGE:

The quantities of laboratory chemicals indicated in the offer section of this bid invitation are an estimate only for the State of New Hampshire's annual requirements. These quantities are indicated for informational purposes only and shall not be considered minimum or guaranteed quantities, nor shall they be considered maximum quantities. These quantities **do not** include any political sub-division or authorized non-profit organization usage.

DELIVERY TIME:

The successful bidder shall be required to accomplish delivery of any item ordered under the contract within seventy-two (72) hours from the placement of the order. **This delivery time is crucial to the operation of each laboratory and will be strictly enforced.**

If for some unforeseen circumstance, the successful bidder is unable to provide the required chemical from inventory within the 72-hour period, the successful bidder will be required to obtain the chemical from another source (even if it must be obtained from a competitor) at no extra cost to the State of New Hampshire.

The use of a private carrier to make delivery **does not** relieve the successful bidder from the responsibility of meeting the 72-hour delivery requirement.

ESTABLISHMENT OF ACCOUNTS:

Each State of New Hampshire laboratory must have its own individual customer account number. There will be instances where sub-sections of a laboratory will need their own individual customer account number. Should any State of New Hampshire laboratory place an order under the contract, the successful bidder agrees to establish an account within three (3) working days from the date the order is placed. However, there must be no delay in any shipment; the laboratory must receive the items ordered in accordance with the delivery time required under the "Delivery Time" section of this bid invitation, as if an account already exists for them.

INVOICING:

Invoicing shall be done on the basis of each order completed. Invoices shall clearly indicate the quantity, description, packaging, date delivered, and contract price. Invoicing for political sub-divisions and authorized non-profit organizations will be in accordance with their individual requirements.

INFORMATION AND TECHNICAL ASSISTANCE:

The successful bidder agrees to provide any information or technical assistance that may be requested by the State of New Hampshire relating to products and services provided herein regarding the use, troubleshooting, safety, etc. at no extra cost to the State of New Hampshire. The successful bidder will provide the names and toll free telephone numbers of a sufficient number of representatives to each laboratory so that technical assistance will be immediately available to them.

VENDOR REPRESENTATION:

The successful bidder must set up a schedule of regular visits to each State of New Hampshire laboratory utilizing the contract, for the purpose of establishing their current and future needs, to provide them with current catalogs and price lists, and to promote and maintain a good working relationship. Such visits will be not less than once per calendar quarter and must be performed more frequently if so requested by the laboratory.

CONTRACT AWARD:

The award of the contract will be based upon a combination of the lowest net total extrapolated from the bid prices indicated in "Attachment A", multiplied by the estimated usage factors.

Contract will be awarded to the net low bidder offering all of the items listed in "Attachment A", or failing that, to the net low bidder offering a major percentage of the items required.

The State of New Hampshire reserves the right to make a split award in the form of a primary contract and a backup or secondary contract, at its sole discretion.

It is intended that all laboratory chemicals in the successful bidder's published catalog, will be available to State of New Hampshire laboratories and to political sub-divisions and authorized non-profit organizations, in accordance with the requirements of this bid invitation.

OFFER:

Complete all of the required information and pricing shown in Attachment A (using the form provided) and include a copy of your published price list effective September 1, 2003.

Bidder hereby offers to furnish Laboratory Chemicals to State of New Hampshire agencies and institutions and to any political sub-division and authorized non-profit organization wishing to participate, in accordance with all of the requirements of this bid invitation for the entire contract term and any extension at prices and discounts indicated in Attachment A.

The prices and discounts indicated by you should be government and/or educationally discounted prices.

DELIVERY LOCATIONS:

The following are the current State of New Hampshire Laboratory locations which, if you are awarded a contract, you are expected to service. The State of New Hampshire reserves the right to add locations to this list at the contract prices or to delete locations, as needed. This listing **does not** include any political sub-divisions or authorized non-profit organizations.

**Dept. Of Environmental Services
Water Pollution Laboratory
29 Hazen Drive - State Lab. Bldg.
Concord, NH 03301
Pat Bickford – 271-3233**

**Dept. Of Environmental Services
Franklin Wastewater Treatment Plant
528 River St
Franklin, NH 03235**

**Dept. Of Safety
State Police - Forensic Laboratory
33 Hazen Drive - Safety Bldg.
Concord, NH 03305
Tim Pifer - 603/271-3573**

**Dept. Of Transportation
Materials & Research Laboratory
11 Stickney Ave.
Concord, NH 03302-0483
Pam Bernier - 603/271-3166**

**Pari-Mutuel Commission
Racing Laboratory
6 Hazen Drive
Concord NH 03301
Joanne Dufort - 271-3474**

**Dept. Of Health And Human Services
Chemistry Laboratory
6 Hazen Drive - State Lab. Bldg.
Concord, NH 03301
Sue Lefebvre - 603/271-4611**

**Dept. Of Health And Human Services
Microbiology Laboratories
6 Hazen Drive - State Lab. Bldg.
Concord, NH 03301
Bill Bolton - 603/271-4658**

BID RESULTS:

Bid results will not be given over the telephone. Bid results will be mailed to you if you include a self-addressed envelop with the correct amount of postage on it. Bid results may also be viewed on our web site at: <http://admin.state.nh.us/purchasing/bids.htm>

NOTE: BID MUST BE SIGNED ON PAGE ONE IN THE SPACE PROVIDED TO BE CONSIDERED.

STATE OF NEW HAMPSHIRE APPROVAL SIGNATURE PAGE

* * * * *

Proposed By: _____

Frank Baker,
Purchasing Agent
Purchase & Property

Date Proposed: _____

Recommended By: _____

Robert D. Stowell,
Administrator
Purchase & Property

Date Recommended: _____

Endorsed By: _____

Michael P. Connor
Director,
Plant & Property Mgt.

Date Endorsed: _____

Approved By: _____

Donald S. Hill
Commissioner,
Dept. Of Adm. Serv.

Date Approved: _____

Directions to bidder:	
Review this offer sheet carefully and input your pricing and other required information in all three sections <u>on this form</u>.	
A -	Indicate the minimum order you are requesting (if any) in a monetary figure in the "Minimum Order" (Section 1). Refer to the "BID PRICES" section of this bid invitation for additional information.
B -	Indicate the discounts in a percentage (%) in the "Category Discounts" (Section. 2). Refer to the "BID PRICES" and "CONTRACT AWARD" sections of this bid invitation for additional information.
C -	Indicate the chemical manufacturer, your product number, any other product information, the price list(*) price, the percent of discount in a percentage format, the discount converted to a monetary figure, and the final price in the "Chemical Offer Listing" (Section 3), adjacent to the chemical it applies to. Refer to the "BID PRICES" and "CONTRACT AWARD" sections of this bid invitation for additional information.
* this price list must be effective September 1, 2003 and must be forwarded with this bid.	

Minimum Order: (Section 1)	Indicate here any minimum order per deilivery that you are requesting. The State of New Hampshire reserves the right to reject and/or negotiate this point should the state, in its sole judgement, deem the minimum to be not in the best interest of the State of New Hampshire, political sub-divisions, or authorized non-profit organizations.		
	<table border="1"><tr><td>Minimum order requested</td><td>\$</td></tr></table>	Minimum order requested	\$
	Minimum order requested	\$	

ATTACHMENT A
Offer to bid invitation for Laboratory Chemicals

Category Discounts: (Section 2) Indicate here, the manufacturer(s) you are bidding and the percentage of discount that will be taken from your current price list and the price list in effect at the time of ordering. The end results will be the delivered price for that item. All chemical items in your catalog must be represented in your offered discounts. Indicate your discount in a percentage (%) of discount. If necessary, you may attach an additional sheet to reflect all the chemical manufacturers you represent.

CATEGORY	MANUFACTURER	DISCOUNT %
ACIDS/BASES		
SOLVENTS		
DRY CHEMICALS		
AA STANDARDS		
ORGANIC		
HIGH PURITY SOLVENTS		
PRECIOUS METALS		

ATTACHMENT A
Offer to bid invitation for Laboratory Chemicals

Chemical Offer Listing (Section 3) You must use this listing of items. Do Not delete any items or add any items to this list.										
Est. annual quantity	Chemical	Grade	Unit Required	Unit Offered	Manufacturer	Catalog Number	Price List Price	Discount (percentage)	Discount (monetary)	Delivered Price

ACIDS/BASES

2 each	acetic acid glacial	acs	500 ml							
3 cases	acetic acid glacial	acs	500 ml - 6 per case							
12 each	acetic acid glacial	acs	2.5 L							
3 each	ammonium hydroxide	acs	500 ml							
24 each	ammonium hydroxide	acs	2.5 L							
1 each	boric acid	acs	1 L							
2 each	hydriodic acid stabilized	47 - 51 %	100 ml							
4 each	hydrochloric acid	acs	2.5 L							
2 each	hydrochloric acid	acs	6 lb.							
3 cases	hydrochloric acid	acs	2.5 L - 6 per case							
1 each	hydrochloric acid	36.5 - 38.0%	2.5 L							
2 each	hydrochloric acid	ultra high pure for atomic spectroscopy	2.5 L							
1 each	nitric acid	acs	2.5 L							
5 each	nitric acid	ultra high pure for atomic spectroscopy	500 ml							
5 cases	nitric acid	ultra high pure for atomic spectroscopy	2.5 L - 6 per case							
1 each	phosphoric acid	acs	100 ml							
2 each	phosphoric acid	acs	2.5 L							
4 each	phosphoric acid 85%	acs	500 ml							
3 each	sulfuric acid	0.02N	1 gal.							
4 each	sulfurous acid	acs	2.5 L							

SOLVENTS

12 each	acetone	acs	4 L							
4 each	acetone	technical	4 L							
1 case	acetone	technical	4 L - 4 per case							
8 each	chloroform	acs	4 L							
8 each	dioxane	99 % minimum	500 ml							
2 each	ethyl acetate	acs	1 L							

ATTACHMENT A
Offer to bid invitation for Laboratory Chemicals

64 each	ethyl acetate	acs	4 L							
1 each	ethyl alcohol denatured	formula	4 L							
2 cases	ethyl alcohol denatured	formula	4 L - 4 per case							
25 each	ethyl ether anhydrous	acs	100 ml							
2 cases	ethyl ether anhydrous	acs	2.5 kg - 4 per case							
2 each	iodomethane & copper stabilized	99% pure	100 ml							
2 each	methanol	technical	500 ml							
3 cases	methanol	technical	4 L - 4 per case							
14 each	methanol	acs	4 L							
4 each	methylene chloride	acs	1 L							
60 each	methylene chloride	acs	4 L							
1 each	petroleum ether 35 - 60 degree C	acs	pint							
5 each	petroleum ether 35 - 60 degree C	acs	4 L							
3 each	calibrating buffers	pH 4.00	20 L							
3 each	calibrating buffers	pH 7.00	20 L							
6 each	pH 8 buffer solution	pH 8.00	500 ml							
3 each	calibrating buffers	pH 10.00	20 L							
4 each	2-propanol	acs	4 L							
10 each	reagent alcohol (ethanol)	reagent	1 L							
1 each	triton x -100	acs	500 ml							
3 each	200 ethanol	200 proof	1 L							
4 each	toluene	acs	4 L							
2 cases	toluene	acs	4 L - 4 per case							

DRY

5 cases	ammonium chloride	acs	500 g - 4 per case							
8 cases	ammonium chloride	acs	2.5 kg							
1 case	ammonium molybdate	acs	500 g							
2 cases	ammonium persulfate	acs	500 g - 4 per case							
2 cases	ascorbic acid	acs	500 g							
4 cases	copper sulfate	acs	500 g							
7 cases	disodium CDTA	acs	100 g							
1 case	disodium EDTA	acs	500 g							

ATTACHMENT A
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7 cases	ferric nitrate	acs	500 g							
2 each	hydroxylamine hydrochloride	acs	500 g							
1 each	m-cresol purple, sodium salt	acs	5 g							
1 each	magnesium chloride	acs	200 g							
2 each	magnesium chloride	acs	500 g							
1 each	magnesium perchlorate	acs	500 g							
1 each	maleic acid		1 Kg							
1 each	potassium carbonate	acs	500 g							
1 each	potassium oxalate	acs	500 g							
1 each	potassium permanganate	acs	2.5 kg							
1 each	potassium phosphate	acs	100 g							
5 each	potassium sulfate	acs	500 g							
3 each	sodium bicarbonate	acs	500 g							
1 each	sodium borate	acs	500 g							
3 each	sodium carbonate	acs	500 g							
1 each	sodium chloride	acs	500 g							
8 each	sodium chloride	acs	2.5 Kg							
2 cases	sodium chloride	acs	2.5 kg - 4 per case							
1 each	sodium fluiride	acs	500 g							
1 each	sodium hydroxide pellets	acs	500 g							
7 cases	sodium hydroxide pellets	acs	500 g - 4 per case							
2 cases	sodium hydroxide pellets	acs	2.5 kg - 4 per case							
1 each	sodium nitrite	acs	500 g							
1 each	sodium phosphate dibasic	acs	125 g							
1 each	sodium phosphate dibasic anhydrous	acs	500 g							
6 each	sodium phosphate monobasic	acs	125 g							
2 each	anhydrous granular	acs	500 g							
2 each	stannous chloride 10% solution	acs	500 g							
4 each	stannous chloride	acs	500 g							

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1 each	sulfamic acid	acs	500 g							
2 each	sulfanilamide	acs	500 g							

AA SANDARDS

1 each	aluminum 1000 PPM	AA standard	500 ml							
6 each	arsenic 1000 PPM	AA standard	500 ml							
1 each	cadmium 1000 PPM	AA standard	100 ml							
2 each	cadmium 1000 PPM	AA standard	500 ml							
1 each	calcium 1000 ppm	AA standard	500 ml							
1 each	copper 1000 PPM	AA standard	500 ml							
1 each	iron 1000 PPM	AA standard	500 ml							
1 each	lead 1000 PPM	AA standard	500 ml							
1 each	magnesium 1000 ppm	AA standard	500 ml							
1 each	manganese 1000 PPM	AA standard	500 ml							
1 each	ppm	AA standard	500 ml							
1 each	potassium 1000 ppm	AA standard	500 ml							
1 each	silicon 1000 PPM	AA standard	500 ml							
1 each	sodium 1000 PPM	AA standard	100 ml							
1 each	zinc 1000 PPM	AA standard	500 ml							

ORGANIC

1 each	crystal violet	acs	100 g							
4 each	ninhydrin	acs	25 g							
1 each	urea	acs	100 g							

HIGH PURITY SOLVENTS

3 each	acetic anhydride	hplc	250 ml							
5 each	acetone	Ultra Resi-analyzed for organic residue analysis	4 L							
26 each	acetonitrile	ACS/HPLC certified	4 L							
1 each	butyl acetate	spectrophotometry	4 L							
6 cases	ethyl acetate	Ultra purity for organic residue analysis	4 L - 4 per case							

ATTACHMENT A
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2 each	heptane	hplc	4 L							
4 each	hexane	acs	4 L							
4 each	hexane	GC ² Capillary GC/GCMS solvent for trace analysis @ or below the part-per billion level	4 L							
6 each	lead	ultra pure grade	500 ml							
6 each	mercury 100 ppm	ultra pure grade	500 ml							
10 each	methanol	High purity for HPLC, GC, for pesticide residue analysis and spectrophotometry	1 L							
10 each	methanol	High purity for trace volatile analysis using purge & trap methods	1 L							
12 boxes	methelute derivatizing agent	HPLC	1 ml - 12 vials per box							
30 each	methylene chloride	Ultra Resi-analyzed for organic residue analysis	4 L							
6 each	MtBE Methyl-tertiary- Butyl Ether	High purity for HPLC, GC, for pesticide residue analysis and spectrophotometry	1 L							
3 each	pyridine	spectrophotometry	500 ml							
4 cases	water	HPLC grade certified	4 L - 4 per case							

PRECIOUS METALS

1 each	platinum chloride 10% solution	acs	30 ml							
3 each	silver nitrate crystals	acs	1 oz.							